

SAMPLE

ZYX Gaming Commission

123 Any Town Road

Your Town, AB 12345

May 1, 2020

National Indian Gaming Commission

1849 C Street NW

Mail Stop #1621

Washington, DC 20240

Dear NIGC Investigative Program Specialist:

The following is an updated authorized personnel list for the ZYX Gaming Commission

Authorized Individual

Smith, John

Doe, Jane

Anderson, Sandy

Jones, Sally

Thomas, Jack

Title

Commissioner

Executive Director

Licensing Manager (LASO)

Licensing Agent

IT Manager

If you have any questions, you can reach me at (800) 555-5555 Ext 1.

Sincerely,

Sandy Anderson

Local Agency Security Officer

Licensing Manager, ZYX Gaming Commission